

# EXCELLENT TRADE CONSULTANCY

## PURCHASING & NEGOTIATION SKILL

### Course Summary

Introduction to purchasing, current trends, options, and tools currently available in the marketplace, and will explore technology resources and methods of selection of technology suppliers and vendors. A step-by-step process for sourcing and negotiation and a discussion on the use of third-party facilitators and enablers will also be included. Supply Chain Management relationship focus on the supply market intelligence, relationship assessment and management, negotiation, contracting, and managing conflict in business relationships in a globally integrated supply chain.

### Objectives:

- Understand basic purchasing management principles and methods underlying commercial purchasing.
- Identify the role of various parties in Procurement.
- Identify the variable for negotiation.

### Learning Outcome:

- Able to perform in-depth of value analysis to purchasing.
- Improve the spending category.
- Able to carry out the necessary negotiation practice.

### Contents:

- The Strategies function of purchasing and negotiation
- Buyer and Seller relationship
- Negotiation skill
- 9 Steps in Negotiation
- Contract Management and Planning
- Tender and Outright purchasing.
- BATNA & WATNA Concepts
- Negotiation Failure & Recovery
- Ethical and Win Win

